



# Wyoming Department of Education

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## MEMORANDUM NO. 2012-003

**TO:** School District Superintendents  
School District Curriculum Coordinators  
High School Counselors  
High School Principals

**FROM:** Joey French, Hathaway Scholarship Program Consultant  
Standards and Learning Team Division

**DATE:** January 9, 2012

**SUBJECT:** 2012-2013 Hathaway Success Curriculum Course Verification

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### TIME SENSITIVE INFORMATION

Wyoming legislation Enrolled Act No. 125 states that each school district will submit, and the Wyoming Department of Education (WDE) will verify, a list of courses provided in the district which satisfy the success curriculum requirements specified. Please see § 21-16-1307(f)(i):

*"[The department shall by rule and regulation]: Provide for each school district to submit, and the department to verify, a list of courses provided in the district which satisfy the success curriculum requirements specified in this section. The rules shall include a process to authorize and verify functional equivalents of courses specified in this section. The verification process shall be completed in sufficient time for students registering for the subsequent school year to be apprised of the courses which meet the success curriculum requirements."*

Below is the checklist for the 2012-13 Hathaway Success Curriculum (HSC) course verification process:

School District Superintendents  
School District Curriculum Coordinators  
High School Counselors  
High School Principals  
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<b>Role</b>	<b>Deadline</b>	<b>Action Step</b>
WDE	January 13, 2012	Email electronic HSC course verification documents and the Statement of Assurance form to district offices.
School District	February 10, 2012	HSC course verification deadline for school districts. Return completed electronic HSC course verification document to Joey French ( <a href="mailto:joey.french@wyo.gov">joey.french@wyo.gov</a> ).
WDE	March 5 – March 9, 2012	Complete final update for 2012-13 school year. *** NOTE – If there are issues with a school district's Hathaway Success Curriculum, a WDE Content Specialist will contact the person listed on the course verification form to clarify any issues.
WDE	Week of March 12, 2012	Send out final updated course verification form to school districts.

The WDE understands you may have an immediate need for additional guidance as you go through this process. If you have questions about the process, please contact Joey French at 307.777.6226 or [joey.french@wyo.gov](mailto:joey.french@wyo.gov). Joey is a new Hathaway Scholarship Program consultant at the Wyoming Department of Education.

Thank you for your valuable time.

JF/al